

February 17, 2021

MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES

February 17, 2021

The regular meeting of the Board of Trustees of the Northwest Mosquito Abatement District was held 7:00 pm Wednesday, February 17, 2021 at 147 West Hintz Road, Wheeling, IL.

There being a presence of a quorum, Daniel R. Ansani, President called the meeting to order.

Trustees present: Daniel R. Ansani, President; Dale Niewiardowski, Vice President, Assistant Treasurer and Assistant Secretary; Russell Nowak, Treasurer.

Trustees absent: Raymond Kincaid, Secretary.

Also, present: Carolyn Strahammer; James Thennisch Director; Patrick Irwin Assistant Director.

The minutes of the January 2021 meeting were read. Russell Nowak made a motion to accept the January 20th, 2021 minutes and Dale Niewiardowski seconded the motion.

The President called the roll and all ayes had been cast for approval of the motion and thereby declared the motion carried.

The Treasurer's Report for January 2021 was presented, and all checks were approved for payment. Trustee Russel Nowak made a motion to accept the report as read and Trustee Dale Niewiardowski seconded the motion.

The President called the roll and all ayes had been cast for approval of the motion and thereby declared the motion carried.

A motion was made by Russel Nowak that the Tentative Budget and Appropriation Ordinance of the Northwest Mosquito Abatement District for the period of May 1, 2021 to April 30, 2022, as submitted by Daniel R. Ansani, Raymond Kincaid, Russell Nowak, Dale Niewiardowski and James Thennisch, be adopted for the aforesaid period and the Assistant Secretary is instructed to comply with the instructions as to the publications of the motions as contained in the ordinance. Dale Niewiardowski seconded the motion.

The President called the roll and all ayes had been cast for approval of the motion and thereby declared the motion carried.

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**TENTATIVE BUDGET AND APPROPRIATION ORDINANCE
OF THE NORTHWEST MOSQUITO ABATEMENT DISTRICT
MAY 1, 2021 TO APRIL 30, 2022**

WHEREAS, DANIEL ANSANI, RAY KINCAID, RUSSELL K. NOWAK, DALE NIEWIARDOWSKI and JAMES THENNISCH were appointed on December 16, 2020 by the Board of Trustees to prepare a Tentative Budget and Appropriation Ordinance for the period May 1, 2021 to April 30, 2022; and

WHEREAS, the aforesaid Tentative Budget and Appropriation Ordinance has been prepared and submitted to the Board of Trustees for inspection and approval in tentative form.

WHEREFORE, be it resolved that the Tentative Budget and Appropriation Ordinance, as set out below, shall be filed with the Secretary of the NORTHWEST MOSQUITO ABATEMENT DISTRICT and that he shall make available said Tentative Budget for public inspection, as of February 18, 2021, for at least thirty (30) days thereafter.

FURTHER RESOLVED, that the Secretary shall publish, as of February 18, 2021, in a newspaper of general circulation in the area covered by the District, a public notice that the said Tentative Budget is on file and available for public inspection, as set out below.

N O T I C E

Notice is hereby given that a Tentative Budget and Appropriation Ordinance of the NORTHWEST MOSQUITO ABATEMENT DISTRICT, in the County of Cook, State of Illinois, for the fiscal year May 1, 2021 to and including April 30, 2022 is on file and conveniently available for public inspection at the office of the NORTHWEST MOSQUITO ABATEMENT DISTRICT,

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147 West Hintz Road, Wheeling, Illinois, and will so remain from February 18, 2021, until final action is taken thereon by the Board of Trustees.

DATED THIS 17TH DAY OF FEBRUARY 2021

NORTHWEST MOSQUITO ABATEMENT DISTRICT

By: _____
Dale Niewiardowski, Vice President /Asst. Secretary/Treasurer

ESTIMATED RECEIPTS

Cash on Hand, May 1, 2021 (Estimated) \$1,399,133.70

Cash to be received:

2020 Levy: \$2,705,826.11

Less: Loss and cost
on collection - \$ 25,000.00

\$2,680,826.11

Cash to be received from 2021 Levy:

Extended amount
(Estimated) \$2,705,555.53

To be received after
fiscal year \$2,705,555.53

To be received during
fiscal year \$ - 0 -

Plus: Cash to be received from
State of Illinois Personal
Property Replacement Tax \$ 100,640.00

TOTAL CASH AVAILABLE DURING FISCAL YEAR \$4,180,599.81

ESTIMATED EXPENDITURES

I. Personal Services

February 17, 2021

Salary of Director	\$ 148,000.00
Salary of Field Employees	\$ 897,400.00
Salary of Entomologist	\$ 63,250.00
Salary of Office Manager	\$ 95,500.00
Salary of Assistant Director	\$ 132,500.00
Salary of Chief Field Operations	\$ 118,500.00
Salary of Chief Internal Services	\$ 118,500.00
Employer's Share of Employees' Retirement Fund (FICA)	\$ 125,000.00
Employer's Share of Employer's Retirement Fund (IMRF)	<u>\$ 125,500.00</u>
TOTAL	\$ 1,824,150.00

II. Contractual Services

Insurance: Business Auto	\$ 30,250.00
Insurance: General Liability and Pollution Liability	\$ 39,000.00
Insurance: Umbrella Liability	\$ 38,000.00
Insurance: Workmen's Compensation	\$ 36,000.00
Insurance: Property	\$ 14,000.00
Insurance: Bonding	\$ 0.00
Insurance: Directors' and Officers' Liability	\$ 0.00
Insurance: Hospitalization	\$ 298,500.00
Insurance: Unemployment	\$ 10,000.00
Materials & Service: Motor Vehicles	\$ 39,750.00
Materials & Service: Field Equipment	\$ 7,100.00
Materials & Service: Buildings & Grounds	\$ 50,000.00
Materials & Service: Shop Equipment	\$ 0.00

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Materials & Service: Radio	\$	8,500.00
Maintenance	\$	21,250.00
Light	\$	13,250.00
Heat	\$	13,250.00
Telephone	\$	48,000.00
Water	\$	2,250.00
Legal Fees and Expenses	\$	61,500.00
Legal Administration	\$	23,000.00
Auditing and Accounting	\$	20,200.00
Dues and Subscriptions	\$	7,000.00
Computer Software	\$	50,000.00
Payroll Expense	\$	<u>8,250.00</u>
TOTAL	\$	839,050.00
III. Travel	\$	<u>3,000.00</u>
TOTAL	\$	3,000.00
IV. Commodities		
Insecticides	\$	408,557.52
Oils	\$	0.00
Motor Vehicle Fuel	\$	59,970.00
Drafting Supplies	\$	0.00
Office Supplies	\$	10,000.00
Postage & Cartage	\$	1,600.00
Shop Supplies	\$	16,000.00
Lab Supplies	\$	28,000.00
Drainage	\$	0.00

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Uniforms	\$	7,000.00
Safety Equipment	\$	<u>15,000.00</u>
TOTAL	\$	546,127.52
V. Equipment		
Motor Vehicles, Field Equipment	\$	5,000.00
Lab Equipment Purchase	\$	25,000.00
Office Equipment Purchase	\$	7,500.00
Shop Equipment Purchase	\$	3,500.00
Radio Equipment Purchase	\$	3,500.00
Computer Hardware	\$	<u>15,000.00</u>
TOTAL	\$	59,500.00
VI. Contingencies	\$	<u>15,000.00</u>
TOTAL	\$	15,000.00
VII. Education		
Educational Meetings	\$	15,00.00
Research and Development	\$	0.00
Training and Development	\$	13,000.00
Literature Purchase	\$	<u>750.00</u>
TOTAL	\$	28,750.00
VIII. Capital Improvement Fund		
1. Truck purchase		
2. Underground Tank		
3. Elk Grove Parking Lot		
TOTAL	\$	102,500.15

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RECAPITULATION

Personal Services	\$ 1,824,150.00
Contractual Services	\$ 839,050.00
Travel	\$ 3,000.00
Commodities	\$ 546,127.52
Equipment	\$ 59,500.00
Contingencies	\$ 15,000.00
Education	\$ 28,750.00
Capital Improvement Fund	\$ 102,500.15
TOTAL ESTIMATED EXPENDITURES	<u>\$ 3,418,077.67</u>

APPROPRIATED EXPENDITURES

I. Personal Services	
Salary of Director	\$ 148,000.00
Salary of Field Employees	\$ 897,400.00
Salary of Entomologist	\$ 63,250.00
Salary of Office Manager	\$ 95,500.00
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Maintenance	\$	21,250.00
Light	\$	13,250.00
Heat	\$	13,250.00
Telephone	\$	48,000.00
Water	\$	2,250.00
Legal Fees and Expenses	\$	61,500.00
Legal Administration	\$	23,000.00
Auditing and Accounting	\$	20,200.00
Dues and Subscriptions	\$	7,000.00

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Computer Software	\$ 50,000.00
Payroll Expense	<u>\$ 8,250.00</u>
TOTAL	\$ 839,050.00
III. Travel	<u>\$ 3,000.00</u>
TOTAL	\$ 3,000.00
IV. Commodities	
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Travel	\$	3,000.00
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Equipment	\$	59,500.00
Contingencies	\$	15,000.00
Education	\$	28,750.00

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Capital Improvement Fund	\$ 102,500.15
Loss and Cost of Collection	\$ 25,000.00
TOTAL APPROPRIATED EXPENDITURES	<u>\$ 3,443,077.67</u>
TOTAL APPROPRIATION	<u>\$ 3,443,077.67</u>
ESTIMATED CASH ON HAND AT CLOSE OF FISCAL YEAR (AVAILABLE TO REDUCE LEVY)	\$ 737,522.15
ESTIMATED DEFICIT	\$ - 0 -

This Ordinance shall be in full force and effect as of the date of its passage.

Passed by the Board of Trustees of the NORTHWEST MOSQUITO ABATEMENT DISTRICT this 17TH DAY OF FEBRUARY 2021.

Approved this 17TH DAY OF FEBRUARY 2021.

President of the Board of Trustees of the
NORTHWEST MOSQUITO ABATEMENT DISTRICT

Vice President /Assistant Secretary/Treasurer of the Board of Trustees
of the
NORTHWEST MOSQUITO ABATEMENT DISTRICT

Attorney Carolyn Strahammer presented contract for Legal Representation trustees discussed the proposal.

Trustee Nowak made a motion to accept Law Office of Carolyn D. Strahammer P.C. as a new Attorney for a District for next 3 years, and Trustee Niewiardowski seconded a motion and it passed unanimously.

The President called the roll and all ayes had been cast for approval of the motion and thereby declared the motion carried.

Attorney Strahammer update on the trustee appointment renewal. Ms. Strahammer confirmed that budget notice will be published in the Daily Herald on February 18th. Public hearing on the Budget is scheduled for Wednesday April 7th, special meeting. Notice of the meeting is scheduled to be published on March 1st.

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The Assistant Director Patrick Irwin presented the Entomology report. Dr. Irwin hired 3 lab assistants for the upcoming season. The Assistant Director will be presenting the District's stormwater catch basin and tunnel study for the virtual Midwest Center of Excellence for Vector-Borne Disease Meeting on April 22, 2021. Mr. Irwin updated the Board on Cook county's vaccine procedure.

Director Thennisch presented the Field Operations Report and the Internal Services report. Mr. Thennisch updated on the Union Contract renewal for 2021-2024.

The Director updated the Board regarding the Workers Compensation insurance audit. The roof replacement project at Bartlett facility is completed. The AT&T billing dispute is still pending, trustees disused the changes. Mr. Thennisch presented the final Central Life Science contract.

The AMCA virtual annual meeting is scheduled for March 2nd thru 5th.

There being no further business to come before the Board a motion was made by Dale Niewiardowski to adjourn and seconded by Russel Nowak; the motion passed unanimously at 7.30p.m.

President

Vice President Assistant Treasurer and Secretary